

OVERVIEW OF BUDGET

DEPARTMENT: INFORMATION SERVICES DEPARTMENT
CHIEF INFORMATION OFFICER: LEYDEN L. HAHN

	2003-04				
	Appropriation/Oper Expense	Revenue/ Financing Sources	Local Cost	Revenue Over/(Under) Expense	Staffing
Application Development	10,136,609	4,480,501	5,656,108		93.8
Emerging Technology Division	1,593,869	274,900	1,318,969		15.2
Computer Operations	19,031,142	15,981,129		(3,050,013)	125.4
Network Services	16,845,334	16,845,334		-	93.0
Total	47,606,954	37,581,864	6,975,077	(3,050,013)	327.4

BUDGET UNIT: APPLICATION DEVELOPMENT (AAA SDD)

I. GENERAL PROGRAM STATEMENT

Information Services' Application Development Division develops, enhances, and maintains computerized business systems. In addition, Application Development provides management and coordination of large multi-departmental automation projects, consultation for a wide variety of vendor platforms, acquisition and integration of turnkey software applications, and proposal development.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Actual 2002-03	Budget 2003-04
Total Appropriation	12,763,168	11,722,743	10,475,663	10,136,609
Total Revenue	6,512,817	6,431,886	5,447,268	4,480,501
Local Cost	6,250,351	5,290,857	5,028,395	5,656,108
Budgeted Staffing		101.3		93.8
<u>Workload Indicators</u>				
Project Hours	149,873	149,479	128,881	127,400

In 2002-03, appropriations of \$11,722,743 are under budget by \$1,247,080 as a result of cost reduction measures implemented to offset reduced revenues caused by State budget cuts and adjustments for the 4% spend down plan. Expenditure reductions include savings from vacant positions (\$524,049); reduced services and supplies (\$673,031); and the deletion of fixed asset purchases (\$50,000). The decrease in project hours in 2003-04 reflects the impact of the 4% spend down and reduced revenues from Human Services System. These reductions translate into a loss of 20,598 project hours from contracted professional services and regular staff time of 7.5 budgeted staffing.

III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

STAFFING CHANGES

Budgeted staffing has been reduced by 7.5 positions. Included in base budget is a decrease of 3.0 positions (1.0 Team Leader, 1.0 Team Aide II and 1.0 Programmer Analyst/Programmer) which were eliminated as a result of the 4% Spend Down Plan. The reduction of 3.5 Programmer III positions was eliminated based on further cost reduction measures to compensate for lower revenues.

Per Board direction 1.0 vacant budgeted Programmer III position that was not in recruitment was deleted during budget adoption.

PROGRAM CHANGES

Service revenues from Human Services System, Courts, Public Health, and District Attorney decreased from a budget of \$3.8 million in 2002-03 to \$1.3 million in 2003-04. This reduction of \$2.5 million was caused primarily by state budget cuts and has impacted this budget significantly. Some of the lost revenue has been offset partially by projected revenue increases of \$500,000 by projects in Public Works, GIS parcel base map, and various countywide management projects. Support costs in computer software, training, equipment purchases, general office expenses, and travel budgets have been reduced drastically to offset these revenue losses in

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order to stay within local cost. For the most part, service levels within the unit have declined for affected departments and the ability to respond to additional service requests has also been impacted. The use of contract resources in the professional services budget has also been reduced by \$1.2 million and nearly eliminated to accommodate needed cost reductions.

GROUP: Administrative/Executive DEPARTMENT: Information Services FUND: General AAA SDD			FUNCTION: General ACTIVITY: Other General		
	2002-03 Actuals	2002-03 Approved Budget	2003-04 Board Approved Base Budget	2003-04 Board Approved Changes to Base Budget	2003-04 Final Budget
Appropriation					
Salaries and Benefits	7,606,223	8,130,272	8,558,182	(77,921)	8,480,261
Services and Supplies	2,340,593	3,013,624	1,999,371	(862,490)	1,136,881
Central Computer	117,269	117,269	90,327	-	90,327
Equipment	-	50,000	-	-	-
Transfers	411,578	411,578	363,891	65,249	429,140
Total Appropriation	10,475,663	11,722,743	11,011,771	(875,162)	10,136,609
Revenue					
Current Services	5,447,268	6,431,886	5,283,797	(803,296)	4,480,501
Total Revenue	5,447,268	6,431,886	5,283,797	(803,296)	4,480,501
Local Cost	5,028,395	5,290,857	5,727,974	(71,866)	5,656,108
Budgeted Staffing		101.3	98.3	(4.5)	93.8

Total Changes Included in Board Approved Base Budget	
Salaries and Benefits	223,983 MOU. 423,444 Retirement. 10,755 Risk Management Workers Comp. (230,272) 4% Spend Down Plan (delete 1.0 Team Leader, 1.0 Team Aide II, 1.0 Programmer Analyst/Programmer). <u>427,910</u>
Services and Supplies	(1,037,228) 4% Spend Down Plan. 22,975 Risk Management Liabilities. <u>(1,014,253)</u>
Central Computer	<u>(26,942)</u>
Equipment	<u>(50,000)</u> 4% Spend Down Plan.
Transfers	(42,223) 4% Spend Down Plan. (5,464) Incremental change in EHAP. <u>(47,687)</u>
Revenue	
Current Services	<u>(1,148,089)</u> 4% Spend Down Plan.
Total Appropriation Change	(710,972)
Total Revenue Change	(1,148,089)
Total Local Cost Change	437,117
Total 2002-03 Appropriation	11,722,743
Total 2002-03 Revenue	6,431,886
Total 2002-03 Local Cost	5,290,857
Total Base Budget Appropriation	11,011,771
Total Base Budget Revenue	5,283,797
Total Base Budget Local Cost	5,727,974

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Board Approved Changes to Base Budget		
Salaries and Benefits	(6,055)	The reduction of 3.5 Programmer III's was due to reduced service revenues; offset by step increases and increase cost for overtime and call back.
	(71,866)	Deletion of 1.0 vacant budgeted Programmer III position during budget workshop.
	<u>(77,921)</u>	
Services and Supplies	(839,464)	Reduced professional services contractor costs due to decreased revenues.
	(23,026)	GASB 34 Accounting Change (EHAP).
	<u>(862,490)</u>	
Transfers	42,223	Increase to reflect changes in internal cost transfers to IAJ.
	23,026	GASB 34 Accounting Change (EHAP).
	<u>65,249</u>	
Total Appropriation	<u>(875,162)</u>	
Revenue	(803,296)	Decreased to reflect reduced service revenues from HSS, Public Health and Courts partially offset by increased revenues from Public Works, GIS and workflow and content management projects.
	<u>(803,296)</u>	
Total Revenue	<u>(803,296)</u>	
Local Cost	<u>(71,866)</u>	